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ABSTRACT

The plan for the development of library service for the people of Utah is designed to indicate directions for public library service and to define areas of interaction between all types of libraries in and out of the state. It defines the needs of various groups and areas of the state. It lists goals and objectives to help meet these needs and suggests tasks to implement the realization of the stated goals and objectives. This plan will be a guide to the Utah State Library Commission in expenditure of funds. It is not designed as a complete and final work on library development in the state, but is intended to be continuously evaluated and revised in response to changing conditions and additional data. (Other State Plans are: LI003985 through 003993, LI003995 through 004004, LI004027 through 004032, LI004034, LI004035, and LI004038 through 004046.) (Author/NH)

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UTAH'S

LONG RANGE PLAN

FOR

LIBRARY SERVICE

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I. Introduction

A. Purpose of the Plan

This plan for the development of library service for the people of Utah is designed to indicate directions for public library service and to define areas of interaction between all types of libraries in and out of the state. It defines the needs of various groups and areas of the state. It lists goals and objectives to help meet these needs and suggests tasks to implement the realization of the stated goals and objectives. This plan will be a guide to the Utah State Library Commission in expenditure of funds. It has been developed by the Utah State Library Commission with the assistance of the State Advisory Council on Libraries. It is not designed as a complete and final work on library development in the state, but is intended to be continuously evaluated and revised in response to changing conditions and additional data.

B. Library Commission's Responsibility

The responsibility of the Utah State Library Commission for these activities is derived from "The Laws of Utah, Title 37, Chapter 1-4. Specifically, Paragraph 2 of Title 37, Chapter 4, states:

> The Utah State Library Commission shall promote and develop library service throughout the state in cooperation with any and all other state or municipal libraries, schools, or other agencies, wherever practical.

C. State Geographic Patterns

Utah's unique geographic patterns have a definite bearing on the type of library service to be developed within the state. Utah consists of 84,916 square miles of which a large part is arid and desolate. Much of the remaining land is centered around the Wasatch Mountains, limiting the population centers and growth to the mountain slopes where good soil is available for cultivation and water is available for irrigation and culinary use. The Wasatch Range divides the state down the middle and restricts the direction of the highway patterns of the state. The Colorado River also acts as a natural barrier, isolating southeastern Utah. It cuts through the desert, bridged at only two points in its course through the state.

D. Demographic Patterns

The state of Utah has 1,059,273 population according to the 1970 census. This is approximately 12 people per square mile; however, the great majority of the population is concentrated in what is known as the Wasatch Front area on the west side of the Wasatch Mountains from Brigham City to Provo. The rest of the state has developed into small rural communities where water is available. There are long distances between these small communities which again creates unique problems for library service.

The 1970 census cites the following population statistics: white residents, 1,031,926; Negro, 6,617; Indian, 11,273; Japanese, 4,713; Chinese, 1,281; other, 3,463. Representatives of those with Spanish surnames estimate there are 60,000 Spanish speaking people or residents with Spanish surnames.

E. Present Library Service

The present laws permit counties or cities to establish and operate public library service. All of the counties of the state have a form of county-wide library service except five, and most of the city libraries are in cities of 5,000 population or more. Outside of the Wasatch Front area, the population is too sparse to meet ALA standards of 25,000 population suggested for adequate library service. This problem has been solved by regional bookmobile service to rural and urban areas of the state. This bookmobile service is now available in 20 of the 29 counties; of the remaining 9 counties, Grand County has only one community in the county and thus does not need bookmobile service. Several of the larger counties such as Emery and Morgan have a county system that establishes branches in most of the communities.

Most schools have library media centers but these centers vary in strength from school to school. Many of the larger school districts have developed excellent media centers and have excellent programs in their districts. All universities and colleges in the state have new library buildings and quite adequate programs with the three large universities having substantial collections.

Utah has several special libraries that are unique throughout the world. One of these is the Genealogical Library of the Genealogical Society of the Church of Jesus Christ of Latter-Day Saints. It is both the largest genealogical library and the largest microfilm library in the world. These resources are available to individuals at the library headquarters in Salt Lake City and through their branch system which has several locations throughout the state and the world. The library at the Church Historical Department of the Church of Jesus Christ of Latter-Day Saints has the world's most extensive special collection of Mormon Americana. The University of Utah Medical Library is one of the significant medical libraries in the inter-mountain area. For a complete list of special libraries, see the appendix.

To overcome the problem of scattered small populations, the state has developed an interlibrary reference network linking school, public, university, college, and special libraries together by Wide Area Telephone Service, providing access to the state's library resources for most Utah residents. Even with this library coverage there are still residents in the state who are without legal public library service.

F. Dissemination of the Plan

The annual publication produced by the Utah State Library entitled "Annual Report of Utah Public Library Service" will include a section giving appropriate

information concerning achievement of specific tasks towards the attaining of the goals of the Long Range Plan.

G. Coordination of the Plan

It is the policy of the Utah State Library to coordinate all library activities and programs through the State Library Advisory Council. The State Library also works directly with a representative of the university and special libraries of the state, with the State School Office representing public school libraries, and with all others representing groups concerned with Utah library service.

II. Needs Assessment

A. Assessment Sources

1. The State Library staff in meetings, discussions, and work responsibilities have developed an awareness of the library needs of the state.
2. To supplement this on-hand knowledge, the State Library conducted a Delphi exercise with representative library leaders and patrons. The State Library Advisory Council also participated in this Delphi exercise.
3. A basic set of goals in a preliminary draft form was presented at the annual Utah Library Association Convention in March, 1972. The main program of the convention consisted of large and small discussion groups working to improve and contribute to the basic goals as outlined at that time.
4. The State Advisory Council has assisted the State Library Commission in preparing this document.
5. Library patrons and residents of the state of Utah have made their wants known through informal channels and this information is contained in the needs statement which follows.

B. Present and Projected Needs

1. Library service meeting national ALA standards available to all Utah residents.
2. Adequate financial support for all Utah libraries.
3. More cooperation, communication, and coordination among Utah libraries.
4. Continuing education available to library personnel.
5. Improvement of the "library image."
6. More awareness and application of current technology to library problems.
7. Availability of more in-depth data on the needs of libraries and library patrons in Utah.

III. Goals and Objectives

To meet the above stated needs the following goals and objectives have been established.

Goals and Objectives	Needs Supported
A. To Analyze Existing Library Service and Establish an Inventory of Minimum Library Needs as to Buildings, Materials and Personnel.	7

1. To study existing library conditions and services, both local and state-wide.
2. To study local and state-wide resources and needs.
3. To develop a working definition of the role of library service in the state of Utah.
4. To evaluate the objectives outlined in this report and modify them as necessary
5. To develop priorities for accomplishing the objectives outlined in this report.

B. To Establish Service for People and/or Areas Presently without Library Service. — 1, 3

1. To define those areas without library service.
2. To locate any population groups with special needs unmet by any existing library service.
3. To found a legal authority in areas where none exists to establish library service.
4. To define priorities for extending library service to those not served or inadequately served.
5. To develop programs to meet the needs found through the sub-objectives outlined above in I and II.

C. To Strengthen Existing Library Programs — 1, 2, 3

1. To promote the consolidation of library units where beneficial for maximum efficiency in providing service to patrons.
2. To support research programs in library science.
3. To develop coordinated programs for library publicity and public relations.
4. To seek additional funding for Utah library service.
5. To seek mechanisms to facilitate interlibrary communications.
6. To provide for consultant services in all phases of library activities.
7. To improve library physical facilities.
8. To support cooperative ordering and technical processing services and programs.

D. To Strengthen Library Staffs and Trustees — 4, 5, 6

1. To develop in-service training for library staffs.
2. To provide workshops and/or institutes for library staffs.
3. To provide workshop programs for trustees.
4. To investigate a certification program for librarians and other library personnel.

Goals and Objectives	Needs Supported
E. To Provide Each Patron Access to the State's Entire Information Pool Irregardless of Format	1, 3

1. To continue the development of union catalogs of the state's resource centers.
2. To further existing bibliographic, interlibrary loan, and reference networks for both monographs and serials in agreement with the ALA interlibrary loan code.
3. To support cooperative programs for the utilization of government documents for local, state, federal, and international.
4. To develop a state-wide cooperative program for all film format materials.
5. To investigate possible programs for providing state-wide patron borrowing privileges.

IV. Task Assignments

Task Definition	Goals Supported	Time	Responsibility	Criteria for Evaluation
A. Study Existing Library Conditions Study library services, resources, building needs. Determine geographic areas not covered by current library services. Locate special group needs unfilled by current library service.	A 1, 2 B 1, 2	1973	* USLC Consultant Staff	1. Study completed 2. Study reported 3. Special need groups identified
B. Evaluate Library Study and Assign Long Range Program Priorities	A 3, 4, 5 B 4, 5	1973	USLC State Library Advisory Council	1. Evaluation completed 2. Priorities established 3. Long Range Plan revised
C. Seek Additional Funding for Utah Libraries Develop state aid for public libraries. Increase local tax levies to maximum allowable under law as needed.	B 3 C 1, 4	1974 --	Utah Library Association USLC	1. State Aid law enacted and funded 2. Number of libraries increasing local tax levy
D. Improve Library Physical Facilities Remodel or construct library buildings as determined in Tasks 1 and 2.	B C 7	1973 --	USLC Construction Consultant Local Library Boards Local Librarians	1. Number of libraries constructed 2. Number of libraries remodeled
E. Operate a Centralized Ordering Service Offer bibliographic verification of orders, consultant services in book selection, review copies of books for evaluation, consolidated ordering, billing and accounting, volume discounts	C 8	1973 --	USLC Technical Service Division	1. Number of libraries served 2. Number of new libraries 3. Number of titles ordered and billed

* USLC: Utah State Library Commission

Task Definition	Goals Supported	Time	Responsibility	Criteria for Evaluation
F. Operate a Centralized Cataloging and Processing Service Offer complete cataloging and full processing of materials.	C 8	1973--	USLC Technical Services Division	1. Number of libraries served 2. Number of new libraries 3. Number of materials processed
G. Strengthen State Library Agency Strengthen staff through in-service training, workshops and formal courses; strengthen the State Library reference collection.	C D	1973--	USLC	1. Workshops or courses attended 2. In-service training conducted 3. Number of materials added to collection
H. Research New Programs for Development by State Agency Research activities to develop new programs such as state-wide cooperative publicity programs, state-wide borrowing privileges, union catalog, services to the disadvantaged, periodicals on microfilm.	C 1, 2 D 1, 4 E 4, 5	1973--	USLC Utah Library Association	1. Research and studies conducted 2. New programs tested 3. New programs implemented
I. Provide Library Service to State Institutions Maintain a library staff and collection in each state institution; offer interlibrary loan, reference, readers' advisory services and special programs to institutional populations.	A B 4 C 3, 4, 6, 7 D 4 E	1973--	USLC Institutional Consultant	1. Number of special programs conducted 2. Number of workshops held 3. Number of materials added to each collection 4. Number of interlibrary loans 5. Usage of materials
J. Provide a Cooperative Interlibrary Loan and Reference Program Maintain an information network	C 5 E 1, 2	1973--	USLC Reference Division Utah's College and University Libraries Public Libraries	1. Number of libraries using the network 2. Volume of requests 3. Number of specialized requests

Task Definition	Goals Supported	Time	Responsibility	Criteria for Evaluation
to provide access to the state's library resources.			School Libraries Special Libraries	collections identified
K. Provide Reference Service for State Agencies Identify research needs and assist staff in research and location of information; identify existing agency resource collections; develop union card catalog of state agency holdings.	E	1973--	USLC Reference Division	1. Number of consultant hours 2. Requests for information processed 3. Number of items in union catalog 4. Number of agencies represented in union catalog
L. Maintain a Documents Reference Program Provide access to local, state and federal documents.	E 2, 3	1973--	USLC Reference Division	1. Number of libraries using the collection 2. Number of agencies using the collection 3. Number of documents circulated
M. Provide Specialized Library Service to Groups with Unique Needs Develop and maintain in-depth special collections of materials to meet the needs of the groups identified in task A.	B 2	1973--	USLC Reference Division	1. Number of groups served 2. Number of collections developed 3. Number of materials added
N. Provide Consulting Services to Libraries Provide consulting services on physical plant, personnel problems, collection development, staff development, community action programs, public relations, and other problems.	C 3, 6 D	1973--	USLC Consultant Staff	1. Number of consultant hours 2. Number of libraries served

Task Definition	Goals Supported	Time	Responsibility	Criteria for Evaluation
O. Maintain and Extend Bookmobile Service Demonstrate, establish and maintain bookmobile service where needed.	B C	1973--	USLC Extension Staff Public Libraries	1. Number of demonstrations conducted 2. Number of new areas served 3. Number of materials circulated
P. Provide Library Service to the Blind and Physically Handicapped Identify and contact new patrons; develop the collection; circulate specialized materials; produce new materials and programs; act as a regional braille library.	B	1973--	USLC Special Services Division	1. Number of patrons served 2. Number of new patrons added 3. Number of materials added to collection 4. Number of materials circulated

V. Criteria for Fund Allocations

A. Title I

All Title I funds are administered directly on a state level by the Utah State Library Commission, therefore, no criteria for the allocation of funds to local agencies has been developed. Allocation of the Title I funds on a state level will be based on the priorities developed in Goal A 5 of Utah's Long Range Plan for Library Service. Each Annual Plan will contain assurances that the funds to be expended meet all requirements set forth in the law.

B. Title II

Methods of Administering the Plan for Construction

The criteria to be applied, and the procedures to be followed in applying them, for the approval by the state agency of projects for construction of public library facilities are as follows:

1. Priorities

a. Construction grants will be allocated to public libraries which apply according to the following priorities, unless otherwise directed by the Library Commission Board:

(1) New regional headquarters.
(2) Remodeled regional headquarters.
(3) New branch in a system.
(4) Remodeled branch in a system.
(5) New local unaffiliated library.
(6) Remodeled local unaffiliated library.

b. If more libraries qualify for grants than funds are available, allocation shall be based on:

(1) Number of people without public library service who will be served by the facility.
(2) Number of people with inadequate service who will receive improved service by this facility.
(3) The manner in which the new facility will provide library service to any enlarged area through the establishment or improvement of a larger unit of service.
(4) Condition of the existing facilities in relation to age, size in relation to population, suitability of quarters to service, suitability of site, and general condition.
(5) Will new facility be of a size to carry out an adequate program in the area to be served (by adequate service is meant facilities to meet standards set in ALA publications, "Public Library Service; a Guide to Evaluation with Minimum Standards" and "Interim Standards for Small Public Libraries").

(6) Amount of local financial support given to the service program of the library.

2. Procedures

a. The state agency will provide consultant service by professionals of the state agency staff to assist local and public agencies in preparing applications and plans to obtain grants.
b. Application forms will be provided to agencies for making applications for grants.
c. The state agency will review all applications and by this review will establish priority of projects.
d. Based on the priorities established, the state agency will award grants to those local or public agencies that meet all requirements and have a priority to give them a grant. The grants shall be based on a 50-50 matching funds basis, 50 percent from a local agency and 50 percent from the State Library, using federal funds.
e. The supervision of the project by the State Library and compliance with all rules and regulations will be obtained through a legal contract between the agency performing the construction and the state agency.
f. At the completion of the project the State Library will provide for a complete audit.
g. The State Library reserves the right to deny any application that does not meet the standards and criteria outlined in this plan and that will not meet the requirements of the federal regulations, and they will notify the applicant in writing the reasons for being denied. The state agency also reserves the right to deny any application that has a low enough priority not to be eligible for funds in a given year when funds are not available.

3. Opportunity for State Hearing

The state agency gives assurance that every local or other public agency whose applications for funds under the plan for a project for construction of a public library facility is denied will be given an opportunity for a fair hearing before the state agency.

C. Title III

All Title III funds are administered directly on a state level by the Utah State Library Commission, therefore, no criteria for the allocation of funds to local agencies has been developed. Allocation of the Title III funds on a state level will be based on the priorities developed on Goal A 5 of Utah's Long Range Plan for Library Service. Each Annual Plan will contain assurances that the funds to be expended meet all requirements set forth in the law.